

Water Integration Project Meeting Minutes

February 12, 2003, ID-N

Attendees:

Jan Brown	INEEL	browjm@inel.gov
Alan Jines	DOE-ID	jinesa@id.doe.gov
Doug Jorgensen	INEEL	dkj@inel.gov
Marilynne Manguba	INEEL	mangma@inel.gov
Erick Neher	INEEL	neheer@inel.gov
Jeff Perry	DOE-ID	perryjn@id.doe.gov
Doug Vandel	INEEL	dsv@inel.gov
Paul Wichlacz	INEEL	plw@inel.gov
Al Yonk	INEEL	yonkak@inel.gov

Via Conference Call

Amy Powell	ANL-W	amy.powell@anlw.anl.gov
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Review by External Experts

Paul will follow-up on organizing a one-day look at the Water Integration Project - strategy documents, planning, Project Execution Plan, etc. by Ed Berkey and other experts from outside the INEEL. This will be a discussion rather than a review or grading of the project, a look at what the Water Integration Project has accomplished and is planning for the future. The reviewers will provide comments on the direction of the project. Jeff would like the review completed by the end of April if possible. Paul will discuss the review with the INEEL project managers and research dates the reviewers would be available and the possibility of holding the review in conjunction with other expert panel activities to keep the cost down.

Briefing the Conceptual Model Work with ID

Jeff has requested that a briefing (similar to last week's presentation) be provided to interested DOE-ID personnel on the conceptual model work. He will work with Paul to schedule a briefing sometime in the next two weeks.

Use of Project Management Tools

Jeff has discussed the Project Execution Plan QA section with Doug Jorgensen (i.e., is a Quality Project Plan needed for the Water Integration Project or is it covered by the Environmental Restoration PEP?). Doug will discuss this further with Bob Thompson.

Jeff requested a monthly status report (cost, schedule, scope). Doug will look at when information is available from planning and budgets and suggest a time (probably mid-month) to do this.

Stakeholder Involvement

The letter from DOE-ID regarding scope for development of the aquifer academy is in progress.

The University of Idaho contract has been awarded (\$25K for FY03). Julie Scanlin is preparing an information packet for potential team members. Katie Hain has suggested that a local (Idaho Falls area) teacher be included on the team (Jan will see if Mike Winston, Shelley, is available and interested).

The Aquifer Academy Planning Session in Boise has been rescheduled to March 18th.

Doug will confirm the Project Number that is needed for all records.

It was decided that next week's meeting would focus on the initial workshop design - information to be presented, what input that is needed from stakeholders, etc. Dates have been set for Coeur d'Alene (May 13) and Boise (May 14). Other workshops will be held in Pocatello, Twin Falls area, and Rexburg or Jackson. The co-hosts of each workshop will take registrations, arrange for lunch. The goal is to mail invitations by the end of March. Everyone should be prepared to discuss what will be the message at the workshops and what input they envision from stakeholders (e.g., what do they want to see? what would be useful to them?). Thoughts and ideas on a handout, like the Field Tour guide were also requested.

Ten tours are planned for FY03. Requests have been received from the Shoshone-Bannock Tribes, the Snake River Alliance, the High Country and Wood River Resource Conservation and Development Councils, and the Idaho Council on Industry and the Environment. Two or three fields trips per month are planned, each with a co-sponsor, but open to others. Jan asked for input on what other topics should be covered, sites to be visited. Bob Creed's flood study was suggested. Input on topics should be provided to Jan by March 5th.

Other Business

Alan Jines mentioned that the MiniCassia Chamber of Commerce might be interested in a tour. DOE will be holding briefings and public meetings on the buried waste March 13, 18, and 25.

Jeff stated that the INEEL CAB is interested in a presentation on the science strategy (March 18 or 19).

Kliss McNeel is preparing the Idaho Completion Project Execution Plan, to be done by the end of May. Each project will have a separate PEP. The Water Integration Project PEP will need to be modified at that time.

A meeting on the INTEC risk assessment tool will be held in two weeks. Jeff will provide information on the meeting to Paul and Al. The current thinking is to use the Geosciences tool (Stormberg, McCarthy, Magnuson) in conjunction with a Bayesian decision network (Jacobson) to do the what-ifs.

Jeff will send a formal request to Holzmer for Amy Powell to assist in the gathering of the source term information.

Water Integration Project Action Tracking Log

Date	Action Lead	Action Description	Due Date	Action Status	Notes
12/04/02	Al Yonk	Completion of Draft INEEL Groundwater/Vadose Zone Monitoring Report	4/30/03	In Progress	Annotated Outline Complete
12/11/02	Al Yonk Marianne Little	Project Execution Plan	3/15/03	In Progress	1 st Draft requested by 3/15/03
1/15/03	Al Yonk	Detailed Definition of R&D Science Strategy Needs	2/28/03	In Progress	
1/29/03	Paul Wichlacz	Source Term Advisory Group Meeting	2/6/03	Upcoming	3:45 p.m., IRC 303
1/29/03	Paul Wichlacz	Conceptual Model Overall Guidance Group Meeting	2/20/03	Upcoming	Check USGS presentation time on 2/20 for conflict
1/29/03	Jeff Perry	Approval of Aquifer Academy White Paper	2/5/03	In Progress	
1/29/03	Jan Brown	Tour Guide Revision	4/18/03	In Progress	
2/11/03	Paul Wichlacz	Schedule External Expert Visit	2/28/03		

Stakeholder Presentations and Upcoming Events

Date	Milestone/Event	Lead
3/5/03	Hydrogeology Field Tours - 2003 Plans Discussion	Jan Brown
4/2/03	Mid-Year Progress Report and Discussion	Jeff Perry
5/7/03	Progress Report on Aquifer Academy Planning	Jan Brown
3/18/03	Aquifer Academy Planning Team Meeting	Jan Brown
May 2003	Science Strategy Workshops	Jan Brown/Doug Jorgensen
6/17/03	ID DEQ and IDWR Field Tour	Jan Brown
7/14/03	INEEL CAB Field Tour	Jan Brown

Adjourned at 1:50 p.m. The next meeting will be February 19th.